



LOWELL AIRPORT BOARD

Wednesday December 11, 2019 AT 7:00 P.M.

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF ABSENCE(S)
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. Minutes from November 13, 2019
5. FINANCIAL REPORT(S)
 - a. Financial Statement
 - b. Check Disbursement
6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
7. OLD BUSINESS
8. NEW BUSINESS
9. BOARDMEMBERS COMMENTS
10. WINDCRAFT AVIATION UPDATE
11. AIRPORT MANAGER'S REPORT
 - a. Merry Christmas
 - b. Snow removal update
 - c. New hangar door on building 2 (spring project)
12. ADJOURNMENT

MINUTES OF THE LOWELL AIRPORT BOARD
WEDNESDAY, NOVEMBER 13, 2019 AT 7:00 PM

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 7:00 p.m. by Tom Grimm. Dave Pasquale called roll.

Present: Jeff Altoft, Tom Grimm, Jim Myaard, Paul Nicholls, Eric Nelson, Jeff Ostrander and David Pasquale

Absent: None

Also Present: Greg VanStrien, Terry Williams, Bob Bourgette, Alex Taylor, Greg Forbes, Casey Brown

2. APPROVAL OF ABSENCES

None.

3. APPROVAL OF THE AGENDA

Grimm moved and Myaard seconded to approve the agenda as written. Motion carried.

4. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

Nelson moved and Altoft seconded to approve the minutes of October 9, 2019 as written. Motion carried.

5. FINANCIAL REPORTS

Grimm moved and Myaard seconded to approve the financial reports. Motion carried.

It was noted that there is currently \$18,400 in cash.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

7. OLD BUSINESS

It was decided that the airport would not be participating with a float in the Christmas parade this year.

8. NEW BUSINESS

None.

9. BOARDMEMBERS COMMENTS.

None.

10. WIND CRAFT AVIATION - ALEX TAYLOR

Taylor reported that everything is going well with the state contract.

11. AIRPORT MANAGER'S REPORT

- a. Hangar alley grading – A bid of \$300 was provided from Lillie Digging & Dozing for this work.
- b. Snow removal discussion – Brown noted that there was a timely response to the plowing of the airport with this last snowfall. He stated there have been no complaints so far.
- c. Winter is here – Brown stated that he wanted to remind all that snow removal near hangar doors is the responsibility of the tenant. Pilots should all focus on safe winter flying practices.
- d. MDOT fly-In calendar – Brown sent out a notice that the Pancake Breakfast would be September 19, 2020 next fall.
- e. Airport directory – Brown informed the board that he made update changed to the airport directory. Changes included paving and also indicated we have an increased number of Paraglider activities here as well.

Grimm moved and Myaard seconded to adjourn at 7:38 pm. Motion carried.

Respectfully submitted
Lori Gerard

12/09/2019

CHECK DISBURSEMENT REPORT FOR CITY OF LOWELL
CHECK DATE FROM 11/12/2019 - 12/09/2019

Check Date	Check #	Payee	Description	Account	Amount
11/12/2019	73586	ARROW ENERGY, INC.	GAS SALES	607.002	\$ 3,835.75
11/12/2019	73595	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 1.05
11/12/2019	73625	SHADOW ENTERPRISES LTD	REPAIR & MAINTENANCE	930.000	\$ 75.00
11/22/2019	73650	BOURGETTE, BOB	REPAIR & MAINTENANCE	930.000	\$ 1,526.64
11/22/2019	73685	VERGENNES BROADBAND	MISCELLANEOUS EXPENSE	955.000	\$ 49.99
11/26/2019	73692	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 35.50
11/26/2019	73692	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 26.33
11/26/2019	73692	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 189.49
11/26/2019	73692	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	\$ 188.02
			CHECK GEN 73692 TOTAL FOR FUND 581:		\$ 439.34
			Total for fund 581 AIRPORT FUND		\$ 5,927.77

**AIRPORT FUND
FINANCIAL STATEMENT
December 11, 2019**

BEGINNING CASH JULY 1, 2019	\$	11,763.21
Tie Down fees	\$	-
Hangar Rent	\$	15,510.00
Misc Income - Fly-In	\$	-
Fuel Sales	\$	11,876.84
Transfer from General Fund	\$	-
Interest	\$	43.89
TOTAL REVENUES TO DATE	\$	39,193.94
Operating supplies	\$	12,026.04
Professional services/Audit fees	\$	-
Contractual	\$	-
Insurance		
Public Utilities	\$	1,320.51
Repair and Maintenance	\$	3,763.34
Misc Expenses & Vergennes Twp taxes	\$	5,370.14
Rentals	\$	-
Prepaid Insurance	\$	-
Capital Outlay	\$	-
General Fund loan payment	\$	-
* Expenses to last fiscal year	\$	1,376.55
**Prepaid expenses for insurance	\$	-
TOTAL EXPENDITURES TO DATE	\$	23,856.58
ENDING CASH:	\$	15,337.36